



Montana Department of LABOR & INDUSTRY

State Workforce Investment Board

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**Executive Committee Minutes
11:00 a.m. – 12:30 p.m.
Go-To Meeting-Walt Sullivan Building
Helena, Montana
September 3, 2014**

BOARD MEMBERS PRESENT: Dave Crum, Chair; Nan LeFebvre, Vice Chair; Pam Bucy; John McKee; John Rogers; William Hunt

BOARD MEMBERS ABSENT: Scott Trent, Mike McGinley

STAFF: Pam Watson, Leisa Smith, Greg Cano, Chris Wilhelm

GUESTS: No guests

Welcome and Introductions

Chair Dave Crum called the meeting to order at 11:00.

Roll call

In lieu of Roll Call, Chair Crum asked each member to introduce themselves. A quorum was established.

Agenda

Chair Crum reviewed the Agenda. Mr. Hunt moved to approve the agenda. Ms. LeFebvre seconded the motion. The motion passed unanimously.

Minutes

Chair Crum discussed past meeting minutes from the full State Workforce Investment Board (SWIB) Board Meeting held October 3, 2012 and an Executive Committee Meeting December 19, 2013. The minutes were sent to SWIB and committee members at the time and no comments or proposed changes were received. The minutes were not approved due to the SWIB reappointment process under newly appointed Governor Steve Bullock. Dave reviewed the minutes and assured the Committee of their accuracy as he was serving as Vice Chair at the time. Ms. LeFebvre moved to approve the minutes as presented. Mr. Hunt seconded the motion. The motion carried.

Review/Discuss Agendas for September SWIB & Committee Meetings

Since the SWIB has been newly appointed Chair Crum would like to review the current goals and objectives which guide the Board and especially the subcommittees toward meaningful work which will support and align with the Governor's Main Street Montana project.

Concerning the upcoming SWIB meeting Chair Crum stated Lindsey Woolsey, CEO, of The Woolsey Group is scheduled to present during the Full Board meeting and in the Life Long Learning and Sector Strategy subcommittee meetings as well. Lindsey worked with the SWIB Board in 2009. The board did some strategic planning with Lindsey involving goal setting.

Chair Crum reported that he attended the National Governor's Association meeting in July, 2014. Two significant workforce development topics discussed were Early Childhood Education and Stackable Certificates. Both topics relate to the alignment of education and lifelong learning in regards to building a strong workforce.

Chair Crum asked Commissioner Pam Bucy and Pam Watson to explain how Lindsey Woolsey will contribute to both the full Board and/or the subcommittees.

Pam Watson explained that Lindsey will work to align all of the programs launched by the state without duplication of services. She is currently working with the Main Street Project as well as the SWAMMEI-25 million dollar grant regarding manufacturing and energy development. These are all tied together by Career Pathways and Sector Strategies. The sectors are truly the key to all of these projects. Lindsay knows how sectors are formed, how they align and how they work in communities throughout the state and across state lines. Once sectors are determined, a career pathway is established requiring business and industry input regarding- business needs within those sectors and how to develop a workforce that will be healthy, productive and will move our economy forward.

Lindsey previously worked for the National Governor's Association and so she is very much in tune with what is happening with the federal law in regards to The Workforce Innovation and Opportunity Act (WIOA), which replaces the Workforce Investment Act of 1998. She will discuss how this reauthorization will impact state boards. She can help with strategic next steps and best practices happening in other states. On the second day of meetings, she will present to several of the subcommittees: Life Long Learning and Sector Strategies. Her presentations will help subcommittees move forward with their projects.

Leisa Smith explained that Lindsey will also be helpful in explaining the important role of business/industry in sector strategy initiatives.

Commissioner Bucy stated that both nationally and locally there is a movement to align education and the workforce development community. In Montana, there is an aging workforce and it is projected that there will be a lack of workers; not just less qualified workers in the near future.

Chair Crum stated that Lindsey will help identify some concrete projects for the board. The Governor's Main Street Montana Project identified that the people of Montana want a more coordinated workforce development system.

He suggested that each Executive Committee member become more aware of workforce development challenges and opportunities in his/her respective communities to further share with the subcommittees and the SWIB as their workforce development discussions and projects move forward.

He went on to say in Great Falls, a weekly publication is sent out: The Top 12 for Economic Development. It discusses National Career Readiness Certificate Assessments that are coordinated by Great Falls MSU and Great Falls Public Schools and different organizations. In addition, Flathead Valley Community College is launching an online manufacturing program. It involves different jobs gained through technical science. They are being launched in Havre, Helena and Billings.

The question is: if these are examples of best practices; how do we expose them to the community at large?

Chair Crum wants the Board to be engaged by discussing topics such as these.

Pam Watson stated she had received a request from the Montana Contractors Association (MCA) to make a presentation to the SWIB board. Keith Ouzts wanted to discuss their sector challenges and work to improve their workforce development strategies. He is requesting time to make a short presentation to the SWIB showing their new outreach materials. MCA has developed a new website focusing on the construction industry, recruitment efforts, how they are going to attract younger folks to pursue a career in this industry and occupation. Their initiative is trying to market the construction occupation and draw employees into the trade. He would like to be on the agenda for the September 24-25, 2014 agenda.

Chair Crum stated that the draft SWIB agenda is full however he feels that it is important that SWIB connect with the private sector. He could foresee Keith meeting with the Life Long Learning and/or Sector Strategy Committee prior to the December meeting. A full report could be taken to the board through that committee if they so desire.

Executive committee members agreed that it is important to allow Keith the time to share his work. Commissioner Bucy suggested that his presentation last no more than 10 minutes due to the full agenda.

Chair Crum asked SWIB staff to contact Keith and let him know his timeframe for the presentation and that he would be added to the Full Board agenda on September 24, 2014. SWIB staff would modify the agenda with permission from the Executive Committee. All members agreed to this modification and its terms.

Chair Crum asked if there were any additional comments regarding the full board agenda.

John McKee referred back to the agenda and the third bullet point under WIOA: The Top 10 Ways for Board Members to Get Involved. Committee members agreed this topic was of prime importance for the SWIB.

Leisa Smith reported that The Workforce Information Grant will be discussed by Todd Younkin, the Bureau Chief from Research and Analysis (R & A), Department of Labor & Industry. R & A provides the State with workforce data used across the state for workforce and economic development purposes.

Chair Crum reported that the Main Street Montana project will be updated by Jim Molloy, Mae Nan Ellingson and Lindsey Woolsey.

Commissioner Bucy explained that Ms. Woolsey has also worked with Main Street Montana on the Sector Strategy section. Many people on the SWIB Board are involved in the Key Industry Networks (KINS). Coordination of efforts is a key goal.

After no further discussion, Chair Crum moved on to the discussion of the Committee agendas. Information that is presented in the committees will hopefully bring committee members up to speed about current workforce development strategies. Through this process, committees will define and develop needs for workforce development.

Chair Crum stated the first step for committees was to set some initial goals and objectives.

Lifelong Learning Committee Agenda

Additional information that may be directed to the Lifelong Learning Committee included: The Trade Adjustment Act Community College and Career Training (TAACCCT) 25 million dollar grant funded by US DOL focused on Manufacturing and Energy sectors.

Commissioner Bucy reported that another 20 million dollar TAACCCT grant application has been submitted to US DOL focused on Healthcare. An answer is expected by the end of September, 2014.

No agenda changes were suggested for the upcoming committee meeting.

Sector Strategies Committee Agenda

During the Sector Strategies Committee Ms. Woolsey will share examples of how sector strategies and career pathways operate within states.

John McKee stated he will be unable to attend the meeting. Chair Crum asked Nan LeFebvre to be the Acting Chair to serve in Mr. McKee's absence for this meeting. Ms. LeFebvre agreed to be the Acting Chair. She stated that if there are particular members who have served on this committee, she would like to visit with them prior to the 25th to get some history about the group. Or, if a staff member could assist her that would be helpful.

No agenda changes were suggested for the upcoming meeting.

Workforce Investment Committee Agenda

Ms. Smith informed Chair Crum that the Workforce Investment Act Committee's Chair, Mike McGinley, is also not able to attend the meeting. Chair Crum would like to see if Jane Weber would agree to serving as Acting Chair for this upcoming meeting.

Ms. Smith went on to say that this committee will begin to get busy as the State begins to receive guidance from the U.S. Department of Labor regarding the transition from the Workforce Investment Act (WIA) to the Workforce Innovation and Opportunity Act (WIOA).

Youth Council

Ms. Smith suggested that the Executive Committee review the Youth Council agenda. The Youth Council will also begin to get busy as the State begins transitioning to the new WIOA.

Commissioner Bucy concurred that under WIOA there will be changes especially in regards to service for out-of-school youth. Changes will not go into effect until July 1, 2015 and guidance is still pending.

Margaret Bowles, designee for Denise Juneau will also be reporting. Ms. Bowles has served on this council since its inception and will be reporting on changes occurring in the Adult Education/Family Literacy Programs that are housed out of the Office of Public Instruction.

In addition, the Youth Council is not fully appointed yet, so there will have to be discussion about additional Ad Hoc membership that will need to be considered per current law.

Commissioner Bucy believes the Youth Council will be playing a significant role in changes to youth workforce development services.

Adjourn

Chair Crum made a motion to adjourn at 11:54 after committee members voiced no other questions and/or concerns. The meeting was adjourned by consensus.